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CENTRAL INTELLIGENCE AGENCY

Office of Training

FUNCTIONS AND ACTIVITIES

The Director of Training is charged with developing, directing, conducting, and supervising all CIA training programs, both internal and external, as may be required to meet Agency needs. In addition, the Office of Training has developed plans for and will participate in carrying out a career development program, aimed at the recruitment of high potential career personnel, the identification and development of careerists in strategic intelligence from all ranks of Agency personnel, and the training of such careerists as required to increase their capacity to serve the Agency.

The Office of Training is composed of an Office of Training (General), an Office of Training (Special), and a Support Staff. The Office of Training (Special) is responsible for training personnel of the covert offices of the Agency in the principles and techniques of clandestine operations, as well as specialized training in the various fields of covert intelligence and clandestine warfare activities. The Office of Training (General) is responsible for all other types of training in internal and external facilities to meet the requirements of the non-covert and covert Offices of the Agency. The Support Staff is responsible for providing administrative, logistical and technical support to both the Office of Training (General) and the Office of Training (Special).

The Office of Training is in every sense a service organization for all the Offices of the Agency. Its expansion, therefore, is necessarily related directly to the expansion of the Agency which has been adjudged necessary to meet the enlarged requirements of national security. The budget requirements of the Office of Training, however, cannot be appraised by those criteria which come readily to mind when the word "training" is used. New personnel recruited by the Agency must be regarded as "laymen" in the field of intelligence, no matter how qualified in their respective professional fields they may be. New personnel must be taught new skills, new knowledge, and new substantive concepts. Their particular professional competence must, through training, be related to the field of intelligence and subordinated to it so that they will use their professional competence as intelligence officers. Experienced personnel who are competent professional intelligence officers must be given further specialized training to increase their knowledge in depth in area, language, scientific, technological or other related substantive fields. In all of training there is the constant necessity to inculcate the principles and practice of security.

The concept of strategic intelligence at the national level is so new that there exists very little documented doctrine and proved method that can serve as adequate source material for intelligence training.

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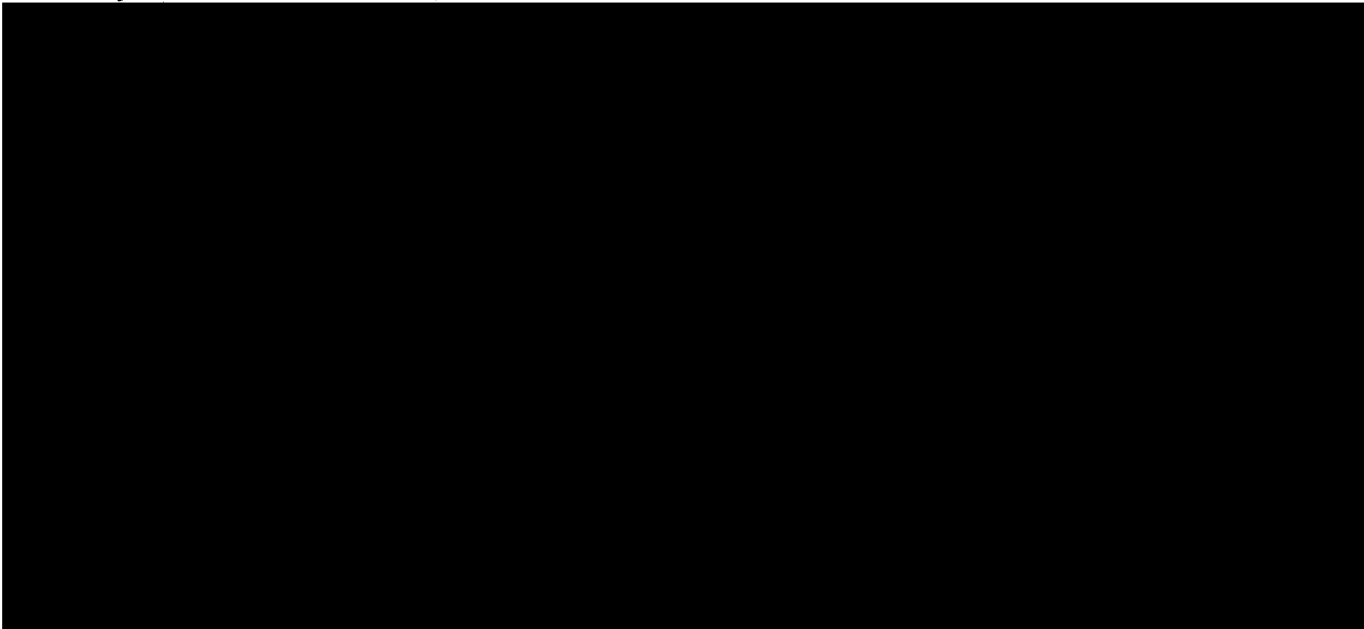
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Therefore, the Office of Training, while meeting the operational training requirements of the Agency, must simultaneously develop the materials and techniques for intelligence training at the national level. Instructors suitable for teaching in the field of intelligence must be selected and trained. The substantive competence of such instructors must be equal to or exceed that of personnel engaged in the conduct of intelligence activities. Intelligence must be taught by experts with experience in the field of intelligence and not by theoreticians. In some instances, this requires training of experienced intelligence officers in the art and skills of teaching.

The Budget of the Office of Training for the Fiscal Year 1953 must be appraised in the light of these facts and against this background. Not only must an extensive and diverse operational and administrative program be continued, but a very real degree of research and planning must go hand in hand with actual performance both in established and in contemplated areas of training.

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